# De-Briefing Slides

There are 4 additional slides that must be inserted into the
SSA briefing to complete the debriefing set of slides. These slides are contained herein

1. Purpose – insert immediately after the debriefing cover slide
2. Debriefing Groundrules – select the appropriate groundrules slide from the set in these charts. Insert the slide immediately after the “Purpose” slide.
3. Areas for Improvement – Create this slide for each offeror being debriefed. Insert this slide as the next to last slide in the debriefing (immediately before the “Closing” slide.

# Purpose

- To provide a frank and open discussion of the evaluation of your proposal

- To assist you in upgrading the quality of future proposals.

- To make you more competitive in the future.

Include this slide in all debriefings

# Debriefing Groundrules Policy

For Phase I debriefings, use the Pre-award Debrief slides for both the Successful and Unsuccessful offerors

For Phase II debriefings, use the Pre-award or Post-award slides as appropriate.

Be sure to label the cover slide as either a Pre-award or
Post-award debriefing

Do NOT include this slide in the debriefings

# Debriefing Groundrules (FAR 15.505)

- We will provide:
  - Our evaluation of the strengths, weaknesses, and deficiencies in your proposal
  - Reasonable responses to relevant questions
  - Charts shown to the SSA sanitized to mask other offerors' ratings and evaluation results

- We can't:
  - Provide the successful offerors' ratings
  - Provide point-by-point comparisons between your proposal and the successful offerors
  - Discuss the appropriateness of the ratings
  - Reveal other offerors' competition sensitive or proprietary information

# Debriefing Groundrules (FAR 15.505)

- We will provide:
  - Our evaluation of the strengths, weaknesses, and deficiencies in your proposal
  - Reasonable responses to relevant questions
  - Charts shown to the SSA sanitized to mask other offerors' ratings and evaluation results

- We can't:
  - Provide the other successful offerors' ratings
  - Provide point-by-point comparisons between your proposal and the other successful offerors
  - Discuss the appropriateness of the ratings
  - Reveal other offerors' competition sensitive or proprietary information

Phase I Pre-award Successful Offeror

# Debriefing Groundrules (FAR 15.505)

- We will provide:
  - Our evaluation of the strengths, weaknesses, and deficiencies in your proposal
  - Overall evaluated technical ratings
  - Reasonable responses to questions
  - Charts shown to the SSA sanitized to mask other offerors' ratings and evaluation results

- We can't:
  - Provide the successful offeror's ratings
  - Provide point-by-point comparisons between your proposal and the successful offeror
  - Discuss the appropriateness of the ratings
  - Reveal the successful offeror's competition sensitive or proprietary information

# Debriefing Groundrules (FAR 15.506)

- We will provide:
  - Our evaluation of the strengths, weaknesses, and deficiencies in your proposal
  - Overall {evaluated MPC and} technical ratings of the successful offeror, as shown to the SSA
  - Reasonable responses to relevant questions

- We can't:
  - Provide point-by-point comparisons between your proposal and the successful offeror
  - Discuss the appropriateness of the ratings
  - Reveal the successful offeror's competition sensitive or proprietary information

Phase II Post-award Unsuccessful Offer

# Debriefing Groundrules (FAR 15.506)

- We will provide:
  - Our evaluation of significant strengths, weaknesses, and deficiencies in your proposal
  - Overall {evaluated MPC and} technical ratings of your proposal, as shown to the SSA
  - Reasonable responses to relevant questions

- We can't:
  - Provide the unsuccessful offerors' ratings or proposed costs {or MPC}
  - Provide point-by-point comparisons between your proposal and the unsuccessful offerors
  - Discuss the appropriateness of the ratings
  - Reveal the unsuccessful offerors' competition sensitive or proprietary information

# Areas for Improvement

- Be specific in your response to the proposal submission requirements. Clearly define your proposed approach.
- Verify your past performance references
  - Ensure the reference knows the person
  - Provide current/ correct phone numbers
- Remain open to adapting your proposal to address concerns or issues raised during discussions.
- Validate your proposal against your technical references.

Examples

Customize for each offeror debriefed
Include this slide in all debriefings

# Closing

- Questions?
- We hope the pre-award debriefing has been helpful and will make you more competitive on future acquisitions
- The pre-award debriefing is considered closed

Include this slide in all Pre-Award debriefings

# Closing

- Questions?
- We hope the debriefing has been helpful and will make you more competitive on future acquisitions
- The debriefing is considered closed

Include this slide in all Post-Award debriefings